# I.S.P.C.
# September 13, 2007
# Meeting Minutes

**Attendees:** *Dennis Meyer, Don Herz, Ray Stevens, Ken Kuszak, Terry Lowe, Randy Ober, and Doug Thomas*

## Administration:

### Digital Cities Survey

*The Digital Cities Surveys have been sent out, to be due back by mid October. Terry is working on some of the preliminary items.*

### Wi-Linc

*There is not much new to report on the Wi-Linc. It appears as though most Municipal projects are being abandoned, and partners are asking for more subsidizing from the local Government entities. The report will state that our only role could possibly be to help with the coordination efforts between the various entities that are offering free access. The Wi-Linc Commission met for the last time on 07/19/07 and gave subsequent approval on the Wi-Linc Report. CIC was expected to produce the report with all the attachments and Ken Doty was to deliver it to Councilman Cook last month. It is unknown exactly when this will be available to the public.*

### DOT.com/Omaha World Herald

*The Omaha World Herald recently published an article on the Douglas Omaha Technology Commission (DOT.com) who does the central data processing for the city of Omaha and Douglas County. The article expressed concerns that the customers are not very happy with them. When we met with DOT.com a month or so ago, we discussed the possibilities of sharing some resources and expertise. The CIO from DOT.com has since joined MIX. We have not had a followup meeting with DOT.com.*

### eDiscovery/City and County

*The options for eDiscovery, which would store and make searchable records, including emails is still in the development and discussion phase. We have now learned that the City Attorney plans to create some type of retention policy, which would give us beneficial guidance. We presently are archiving emails, but none are being deleted. It appears as though a seven year retention is being considered, with capabilities for longer "legal holds". The County no longer attends any of the eDiscovery meetings, so it appears as though they are leaning towards "TRIM", which actually requires more human intervention than the tools we are researching. However, with the investment they've made in TRIM, this could be the direction they go.*

## Networking:

### Internet Service Provider Services

*We are in the process of preparing the bid for our Internet Service Provider. Four years ago we entered into a 1 year contract with 3 additional annual renewals with Windstream. September is the beginning of our fourth year, and we now have the capability to cancel our contract giving a 30 day notice. We have been approached by other internet providers, who have informally given us lower pricing. Now that we are*

*in our fourth year, Windstream has quoted us a price more in the area of the competitors. Doug, Don, and Vince will meet next week to discuss how to proceed with the bidding.*

### V.o.I.P.
*Nortel is the manufacturer of V.o.I.P. equipment, and separate from vendors or resellers. Nortel is working with us at no charge, to design a system that we could use as a bid specification.*

## Information Center:
### Thin Clients
*We recently did a demonstration of thin clients for the County Treasurer's office and Corrections. We have ordered four thin clients to pilot in both of these offices for them to try out and experience how they work. The theory is that the use of thin clients would be more cost efficient with one server handling 100-150 PC's, and having an expected life of 6-8 years. We would benefit also by having greater control of the software which is installed on City and County desktops. In addition, we would only have to replace the servers periodically, instead of individual desktops, thus extending the life of desktops.*

### Lancaster Manor
*American HealthCare is being replaced with the new MDI Tech System, however, before we can install the software, we are awaiting the database data updates from Ron Fetters. Due to the great turnover in administrative employees, Terry questioned if possibly Ron could use some assistance from someone in the project management field, and offered to make contact with Ron. We are looking at a hopeful migration date of November 1st.*

### S.A.N. Project
*We have completed the interviewing process with vendors for the purchase of an additional LAN based SANs. At present, we are leaning towards Compellent, but Ken will meet with his staff for discussion before a final decision is made. Once we have decided who we will purchase from, the next step will be sit down with Vince. Cost for the SAN project is estimated at $100k-$115k.*

### Microsoft Exchange
*We are looking at Microsoft Exchange as a possible email package for us. We are in the preliminary review, with first determining if this package will do everything for us that Lotus Notes is doing now. The change over would save us approximately $10k per year for the first 3 years. We would be looking at a 2 year migration which would include training for the new email system.*

## Systems Development:
### .NET Training
*.Net training is being held this week at I.S. Jim A., Chris, and Nick are in training from I.S, as well as 4 employees from Public Works and 1 from the Department of Roads.*

### Digital Government Summit
*The Digital Government Summit which will be held in November at the Embassy Suites, is now in the process of being planned. The State has asked Terry for his assistance with the planning this year.*

### Lincoln/Lancaster County Health Department
*Terry did another demonstration for LLCHD and we now think we have landed on a vendor. Vince was at the demonstration and we will now start negotiating on pricing. The Health Department has asked us to do one more demonstration for the Physicians.*

### InterLinc eGov
*Terry will continue to meet with the InterLinc Partners to explore new promotional efforts. We hope to begin Phase II of the InterLinc Action Center (Ombudsman) system next month. Terry will also look into a new web based City Legislation System as time permits. The Web Assistant I course will be prepared with first classes planned for fall. Chris continues to work with Parks Department on an updated golf web site that will include virtual tours of the course and on-line Tee Time Reservations. (Pioneer's photos have been digitized). The InterLinc Service maps that have been converted with Google API's that also support satellite images have had positive comments from other government webmasters. LSO data access to CJIS via Treo's was tested last month, and they would prefer tablet size hardware.*

### CountyAttorney/Public Defender Case Management System
*DefenderData will continue working on the interface process. We will create a guidelines document to assist them with this process. The Public Defender is scheduled to go live this month.*

### Equipment Management System
*All coding of the programs should be completed and the system will be prepared for customer acceptance testing in October.*

### Empagio Beta Project (Tesseract)
*Project activities have been shifted to deploy the standard 2006 release since the web based version had technical issues that could not be resolved by Empagio. Web based self serve modules for the employees will be developed by I.S. and made available on IntraLinc. Empagio 2006 payroll upgrade is ahead of schedule for both the City and County with the first checks being cut this month. Support costs should now stay within the budgeted amount.*

### EnterpriseOne (PeopleSoft)
*All upgrades to the software have been completed for this year and next fiscal year. This system has been stabilized, and we are expending the budgeted monthly support costs for the first time.*

## Technical Support:

### IBM "Mainframe"
*The IBM z/890 Enterprise Server prime shift utilization was 52.19% in August compared with 53.38% in July. There were 2,958,437 CICS transactions executed which included 411,754 web transactions.*

### CJIS Alpha Server
*The CJIS Alpha Server prime shift utilization was 60% in August compared to 51% in July.*

*County PeopleSoft AS/400*
The County PeopleSoft AS/400 prime shift utilization in August was 5.68% compared to 7.12% in July.  Disk utilization is 57.84%.

*City Finance JDE AS/400*
The City Finance JDE AS/400 prime shift utilization in August was 10.99% compared to 11.10% in July.  Disk utilization is 71.3%.  We will need to budget an additional machine for next fiscal year with the disk utilization growing this fast.

*Lancaster Manor AS/400*
The Lancaster Manor AS/400 does not have Performance Monitor software to give shift utilizations, but the disk utilization is 38.5%.  The AS/400 which was purchased in 2000, will be obsolete once the new system is completely installed.

## Next Meeting:
October 11, 2007
(Conflicts with County Management Team Annual Meeting)